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ABSTRACT

This document outlines the Bibliographic Information on Southeast Asia data bases (BISA), a project that has been established to provide greater access to and utilization of Australian library resources on Southeast Asia. The nine sections of the report cover BISA's objectives; the project's justification, which considers Australian holdings, Australian bibliographic control, and the area coverage; the potential users of BISA; the material available for the data base--aspects of retrospective conversion and ongoing data base development; the technical aspects of BISA; the bibliographic aspects of BISA; proposals for retrospective conversion, which include estimates on staff needed and a proposed budget; and a conclusion. (JD)

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B I S A

BIBLIOGRAPHIC INFORMATION ON SOUTHEAST ASIA

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SUMMARY

The need to establish greater access to and utilisation of Australian library resources on Southeast Asia has been stressed repeatedly. To that end, the Bibliographic Information on Southeast Asia data base (BISA) has been established as a joint project of the University of Sydney Library and Department of Indonesian and Malayan Studies.

Four major Australian libraries have been involved in BISA - the University of Sydney Library, Monash University Library, the Australian National University Library and the National Library of Australia. The catalogues of these libraries have been searched, and cards for material relating to Indonesia, Malaysia and Singapore removed, copied and interfiled at the University of Sydney. This card catalogue, presently standing at about 40,000, is to be converted to machine-readable form. Also planned for conversion is the large amount of uncatalogued or partially catalogued material held in these libraries.

BISA records are being created to meet twin aims:

i) to provide data of international standard for library cataloguing needs; and

ii) to provide for information retrieval for researchers' needs.

To meet these two aims, BISA records are being prepared in AUSMARC format. They will then be converted for use for on-line interrogation on the AUSINET system.

Many of the items in the card catalogue will require the creation of original MARC records. Publications from 1969 will, however, increasingly have been provided with MARC records by one or other national cataloguing agency. In such cases, BISA will not create a record, but will retrieve the existing record via the Australian MARC Record Service, and amend as necessary.

A pilot project for BISA was undertaken in 1977, with a test file of Indonesian records now available on AUSINET. In 1978 production of MARC records began, and some 2,000 such records are in process. The target for 1979 is the creation of a data base of 10,000 items.

This document identifies and describes the type of material still awaiting retrospective conversion, assigns priorities for conversion, estimates the staff time needed to carry out the task and presents a budget for doing so.

Until now, all funding for BISA has been provided from the University of Sydney's General Development Grant. Such funding is not expected to continue beyond 1979, and so we are now seeking continuing funding to carry through complete retrospective conversion of the catalogued and uncatalogued material in the four participating libraries, and to maintain BISA as a bibliographic centre for information on Australian holdings on Indonesia, Malaysia and Singapore.

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1. OBJECTIVES OF BISA

BISA (Bibliographic Information on Southeast Asia) is proposed as a computer-based bibliographic data base of Australian holdings on Southeast Asia. Initially, the Indonesia/Malaysia/Singapore area has been selected for inclusion, and the data base has commenced with the holdings of four major libraries - the National Library of Australia and the libraries of the Australian National University, Monash University and the University of Sydney. The project has been initiated by the Department of Indonesian and Malayan Studies at the University of Sydney and is functioning as a joint project of that Department and the University of Sydney Library.

The bibliographic data base is designed to perform two distinct functions:

a) creation of data of international standard to meet cataloguing needs of libraries (records are being made in AUSMARC format designed by the National Library of Australia and compatible for exchange with records produced overseas);

b) conversion of the AUSMARC records to a form suitable for on-line interrogation and information retrieval (BISA will be available for interrogation on the AUSINET network) to meet the needs of researchers.

2. PROJECT JUSTIFICATION

2.1 Australian holdings

Australian resources from the Indonesia/Malaysia/Singapore area are among the best in the world, particularly since the recent acquisition of major microform collections and substantial private collections, concentration on the purchase of antiquarian material and, most notably, the institution of the Indonesian Acquisitions Project for the cooperative purchase of current publications from Indonesia. The leading Southeast Asian collections in Europe and the United States, built up over centuries of colonial and other involvement in the area, are now declining as a result of waning political and scholarly interest in Southeast Asia and, as a result, Australia is coming to represent the most active and interested country outside the region itself. Even within Southeast Asia, comprehensive national collections are only now being painfully reconstructed and, while progress is being made towards bibliographic control of Southeast Asian material, no country from the region is at present in a position to undertake the task here proposed for BISA.

2.2 Australian bibliographic control

Australian reference and bibliographic services for material from the Indonesia/Malaysia/Singapore area fall far short of parity with our resources. As a result, the valuable resources are severely under-utilised. A large portion of our holdings is uncatalogued or only partially catalogued, and books lie practically inaccessible on shelves. Attention has been drawn

to this imbalance time and again at conferences and seminars and in reports on our national holdings on Southeast Asia. Cecil Hobbs, consultant to the Australian National University 1972-3, recommended the establishment of a Southeast Asia Reference and Bibliographic Centre with the following functions:

1) "to serve as a clearing house, or information point, regarding current Southeast Asia projects in Australia and the rest of the world";

2) "to maintain a Southeast Asia card catalogue";

3) "to act as a principal recommending agency for the acquisition of Southeast Asia publications";

4) "to be a catalyst in initiating work on needed research projects relating to Southeast Asia";

5) "to prepare and publish various reference guides and bibliographical compilations".(1)

Stanley Sutton, consultant to the National Library of Australia on South and Southeast Asia in 1973-4, stressed similar points, and reiterated the Hobbs proposal.(2) The Australian Advisory Council on Bibliographical Services (AACOBS) established a committee to work towards the establishment of such a centre, but the committee was disbanded when the National Library's plans for a Southeast Asia Network as part of ALBIS (Australian Library Based Information System) were announced. Unfortunately, the National Library has been unable to proceed towards the development of this network beyond the initial statement of intent, due to the imposition of staff ceilings and other restrictions on new initiatives.

2.3 Area coverage

The establishment of BISA represents a step towards implementation of some of the functions (particularly 2 and 5) envisaged for the proposed Southeast Asia Reference and Bibliographic Centre, although limited in area to Indonesia/Malaysia/Singapore. There is justification for focusing on this region initially because of its predominance in Australian economic, political and academic interest in Asia and consequently its predominance in terms of our library holdings on Asia. Records kept by the Asian Studies Association of Australia reveal the extent to which its members concentrate on the Indonesia/Malaysia/Singapore area. Likewise, the 1972 AACOBS survey of Southeast Asia material in Australia estimated that some 50% came from this region, and it can be assumed that this proportion can only have risen since 1972 as a result of two substantial avenues of acquisition.

First, some 4,000 titles per annum are acquired through the Indonesian Acquisitions Project, for which the National Library posts a representative in Jakarta. At present several academic libraries from Australia and one from New Zealand are joining with the National Library of Australia to keep the cooperative acquisitions project functioning.

Secondly, a further substantial boost to Australian holdings from Indonesia has come through the purchase by a number of

libraries of the vast microform collections produced by the Inter Documentation Company (IDC). Some 7,000 monographs and 3,000 serial titles published in Indonesia between 1945 and 1968 were filmed by IDC, largely from the renowned Echols Collection at Cornell University. This has been followed up by filming programs of current Indonesian publications (mainly in the non-commercial field) and of retrospective material such as newspapers and archives.

A further, practical, motivation for commencing with the Indonesia/Malaysia/Singapore area is the particular expertise obtaining in the Department of Indonesian and Malayan Studies at the University of Sydney, which took the initiative in developing BISA. It was felt that other parts of the Southeast Asian region could be focused on by institutions specialising therein, ultimately covering the whole region envisaged for the Southeast Asia Reference and Bibliographic Centre.

3. POTENTIAL USERS OF BISA

BISA is designed as a multi-purpose data base as mentioned in paragraph 1. It will serve as a bibliographic data base for cataloguing purposes, for information retrieval and also as a location aid/union catalogue, which can be expected to provide certain advantages in rationalising purchases and assisting in inter-library loans. A broad range of users is anticipated, including libraries and researchers in academic, governmental and commercial areas of activity.

3.1 Australian

It can be expected that universities and colleges of advanced education will be the principal users of BISA. Within some such institutions many different schools and departments deal with the Indonesia/Malaysia/Singapore area, as we know from the variety of sources of requests for information even at this early stage of BISA's development. The data base will also have application in the secondary area of education, since Indonesian is being taught in secondary schools. It must be emphasised, however, that the information we provide will not be solely of academic interest, but is useful for government, commerce and industry with interest in Southeast Asia. Government departments in particular frequently desire background information on which to base policy decisions. All too often detailed and accurate information is so elusive that it is sacrificed for generalities in the interest of speed. Easy access to information on holdings and their locations can be expected to be attractive to such departments and to business and commercial interests with ties in the region. Preliminary discussions have been held with possible users of such a service, and their reactions have been most encouraging. Librarians, academics and officers of several government departments have expressed a keen interest in the project and enthusiasm for its realisation.

3.2 Overseas

Naturally the principal interest in BISA outside Australia is within the Indonesia/Malaysia/Singapore area itself. A retrospective conversion of bibliographic records to machine readable form for the bulk of publishing output from the area can be of tremendous use to the national bibliographic agencies in their moves to automation. Further, the information retrieval aspect of BISA will, as in Australia, prove attractive to a wider audience in academic, government and industrial fields. The National Libraries of Malaysia and Singapore are interested in BISA's progress and in Indonesia communication is being maintained with libraries and librarians who are presently discussing the formation of a national library. A number of major research libraries in the region are also being kept informed and are showing considerable interest in the project.

As a data base mounted on AUSINET, BISA is already accessible from anywhere in the world via international telephone links. Demonstrations of this capacity have recently been made in Indonesia, and should the traffic warrant it, more formal arrangements may be made for Southeast Asia through AUSINET, which has recently been extended to New Zealand.

The BISA data base is of direct interest to a number of libraries in Europe and the United States with substantial Southeast Asian collections. The traditional centre of Indonesian studies in the Netherlands, the Royal Institute of Linguistics and Anthropology, has already indicated a desire to cooperate in the BISA project. Their collection, probably the most valuable in the world of pre-war Indonesian imprints, is to be automated in MARC format, so BISA records are of immediate interest to them both for cataloguing and information purposes. They have commenced work on the IDC collection and we plan to incorporate their data in our records. Many libraries throughout the world have purchased this IDC collection, so this part of the BISA data base can be expected to have very wide interest overseas. Any library with substantial Southeast Asian holdings wishing to convert its catalogue to machine-readable form will find our records of direct relevance, as will any research institute dealing with the area.

4. MATERIAL AVAILABLE FOR BISA DATA BASE

4.1 Retrospective conversion

We hope eventually to have all Australian holdings from Indonesia/Malaysia/Singapore included in the BISA data base. We are, however, concentrating initially on the holdings of the four original participating libraries (the National Library of Australia and the libraries of the Australian National University, Monash University and the University of Sydney). Over the past four years we have been accumulating copies from the card catalogues of these four libraries for material from our area and it was with this material that the project commenced conversion to machine readable form. The priorities for conversion are as follows:

a. Fully catalogued material from the four participating libraries

This catalogue, maintained in the Department of Indonesian & Malayan Studies at the University of Sydney, stands at some 40,000 cards. We estimate that two-thirds of these cards represent unique items (c. 26,000). Of these 26,000 items we can expect plus twenty-five per cent (c. 6,500) to have machine readable records available, either in the Australian MARC Records Service or in the University of Sydney Library data base. A further 2,000 are expected to be serials, for which an AUSMARC format is not yet available, and for which MARC records can be expected in due time from one or other of the international cataloguing sources. This leaves a figure of c. 17,500 items for which BISA will have to create original MARC records.

b. IDC microform collections

A number of Australian and other libraries have purchased some or all of the microform collections on Indonesia produced by the Inter Documentation Company (IDC). We therefore give high priority to the inclusion of this material in the BISA data base, particularly since the bibliographic access to the collections is so poor. A number of printed catalogues have been provided, with author and rudimentary subject indexes, but the collections generally are represented each by a single card in a library's catalogue, and are consequently poorly exploited. The wide distribution of this material outside Australia gives added incentive, as the potential market for machine readable records to this material is quite large. The catalogue entries in the IDC printed catalogues need some revision, but the printed catalogue of the Cornell University Southeast Asia Collection can be used for the majority, and the Royal Institute of Linguistics and Anthropology is particularly anxious to work with us on this segment of the data base. The Royal Institute has already assigned Universal Decimal Classification (UDC) numbers and OECD Macrothesaurus index terms to the monograph collection, and has agreed to provide us with this information for incorporation into our records.

c. Uncatalogued material held by the four contributing libraries

A large proportion of Australian holdings from Indonesia/Malaysia/Singapore is as yet uncatalogued or at best partially catalogued. Aside from the IDC material mentioned in b. above, the bulk of this uncatalogued material is in the National Library's "Indonesia Pool". Over 20,000 items purchased from Indonesia for the National Library alone (not for the other participating libraries in the Indonesian Acquisitions Project) are in this pool, and have as their only access the uncumulated issues of the Indonesian Acquisitions List and a single slip in the National Library uncatalogued material file. Needless to say, this growing collection represents a vastly under-utilised resource,

whose exploitation could be facilitated by inclusion in BISA, even if only in brief form. As well as the Indonesia Pool, a number of formed collections and some material lodged in deposit collections fall into this category of uncatalogued or insufficiently catalogued material. The New York Public Library recently donated its Southeast Asia collection to the National Library, adding some 6,000 items to this category. Although they have not been catalogued by the National Library and are accessible only by preliminary slips, the New York Public Library's own printed catalogue could be used as a source of catalogue records.

The Indonesian Acquisition List and New York Public Library material mentioned above are additional to the list of formed collections identified by C. A. Burmester in his 1972 survey of Southeast Asian resources in Australian libraries, conducted for AACOBS.(3) Of the collections so identified, the Kern collection of 2,000 items in the National Library has since been catalogued, but the remainder still await attention and, like the uncatalogued Indonesia Pool material in the National Library, could be included in BISA for information retrieval prior to full cataloguing, and with the cooperation of the libraries where these collections are held, full MARC records could be produced when complete bibliographic descriptions are available. These collections identified by Burmester are as follows:

Region Covered	Location	Name	Description
Indonesia	Canberra: Australian National University	John Bottoms	About 400 titles relating to Indonesian and Malay literature, history and civilization. J. Bottoms was formerly Lecturer in Malay at School of Oriental and African Studies, University of London.
	Canberra: Australian National University	C. C. Berg	About 60 linear feet of material relating to Indonesian linguistics and ethnology. Professor Berg was formerly at Leiden University.
	Canberra: National Library	Tobing	600 items, mostly in western languages devoted to linguistics anthropology and sociology. Professor P.O.L. Tobing, authority on Batak peoples and occupant of academic posts in Padjadjaran, Bandung and Hasannuddin Universities.

Indonesia	Canberra: National Library	Yves Cof.i-	1,000 photographic prints of Javanese architecture and sculpture from most of the temple sites and items in the National Museum in Djakarta.
	Canberra: National Library	Sundanese Manuscripts	130 transcripts of Sundanese manuscripts in the Bataviaasch Genootschap voor Kunsten en Weten. Understood to have been used by R.A. Kern in connection with his lectures on Sundanese language at University of Leiden.
	Melbourne: University Library	Leyser	Some 200 items in the fields of politics, economics and law. Dr. Leyser was formerly Reader in International Law at Melbourne University.
Southeast Asia in general	Canberra: National Library	Austronesian Languages	629 items (1,258 pieces) containing books on or in most languages of the area from Madagascar to the Philippines. 58 grammars and 91 dictionaries and vocabularies are included.

d. Holdings in other libraries

To conclude this section on uncatalogued material, mention must also be made of holdings in other libraries. Needless to say, Australia's holdings from Indonesia/Malaysia/Singapore are not restricted to the four libraries which make up the original participants in BISA, although their combined holdings must surely represent the bulk of the national resources in this area at least for recent years. The most notable omission from BISA in its present form is of course the Mitchell Library, whose holdings from Southeast Asia form the majority of Australia's holdings for the pre-World War II period and in particular for pre-1900 imprints. Further, a number of special libraries, particularly in university departments, have accumulated valuable and under-utilised collections from Southeast Asia. In this regard, the Economics Department of the Research School of Pacific and Southeast Asian Studies at the Australian National University stands out as an example.

Obviously, inclusion of material from libraries other than the original four, must await negotiation on an individual level. We anticipate, however, that as our higher priorities are realised, other libraries will be anxious to have their own material included in the BISA data base.

4.2 Ongoing data base development

As we undertake the retrospective conversion of records to machine-readable form, a certain number of cards are selected out in the expectation that machine-readable records for these titles already exist. The University of Sydney Library has been creating machine-readable records since 1971, and a number of Indonesian accessions since that date have been included. While not in MARC format, these Sydney University records will soon be converted to MARC format and will be available for capture and inclusion in the BISA data base, amended to conform to BISA's standards.

We expect to obtain an increasing number of our records from the Australian MARC Records Service (AMRS) data base held at the National Library in Canberra. AMRS contains MARC records produced by the National Library of Australia, the British Library, and the Library of Congress. The Library of Congress has been creating MARC records for monographs in the English language since 1969, French since 1973, German, Portuguese and Spanish since 1975 and additional Romance and Scandinavian languages since 1976. In 1977 they added remaining Roman alphabet languages, including Indonesian and Malay. We have been setting aside cards that seem to fall into these categories, and will begin buying records for them from AMRS in 1979.

We expect that few additions to the data base after the achievement of the retrospective conversion programme outlined in 4.1 above will necessitate creation of MARC records, as they will increasingly be covered by one of the bibliographic agencies mentioned above. Further, Malaysian libraries are currently developing MALMARC, and we can expect creation of MARC records for their future output before too long. In all likelihood Singapore will follow suit and, eventually, Indonesia. As a result, at some time in the future all current publications from Indonesia/Malaysia/Singapore will have MARC records we can capture, and creation of records will be necessary only for antiquarian acquisitions and retrospective conversion of other holdings in Australia.

5. TECHNICAL ASPECTS OF BISA

5.1 Format

The dual function of BISA's data base requires presentation of the information in two distinct formats:

a. For cataloguing purposes we are preparing the data base in AUSMARC format, a version of MARC developed by the National Library of Australia, which is compatible with the other national MARC formats. As a result of using a MARC format, BISA records can be exchanged with other MARC format records. We can retrieve MARC records created by other bibliographic agencies, as mentioned in 4.2 above, and BISA records can be acquired by other libraries for cataloguing purposes.

b. For the information retrieval objective of BISA we are looking towards a format suitable for STAIRS (Storage and Information Retrieval System), a data base interrogation

system suited to highly specialised requests for information. This system offers the possibility of free-text searching, where the entire record may be searched for a desired term, either taken from a thesaurus of controlled terms, or selected by the researcher as a word that may occur in the title. Unquestionably, the STAIRS system allows far more detailed searching that could ever be achieved in a manual catalogue. The National Library of Australia has developed a programme to convert AUSMARC records for STAIRS, and it is doing just that with the Australian National Bibliography (ANB) whose data base is available in both MARC format for cataloguing purposes and in STAIRS for information retrieval. As with ANB, we intend to mount the BISA data base on the Australian Information Network (AUSINET) system. Mounted on AUSINET, BISA will be available for on-line information retrieval at a number of places throughout Australia, and also in New Zealand.

5.2 Working procedures

Catalogue cards from the four participating libraries have been interfiled in two sequences: one by the main entry assigned to the card by its library and one by the classification number assigned to it.

We are working from the second of these sequences, thus handling items with a common subject matter together for ease in selection of subject headings and classification numbers, and to produce a coherent data base as it grows. Once a card has been selected from the classed file, the main entry sequence is searched to reveal other libraries' holdings of the same title. All possible forms of entry are searched to uncover multiple holdings. When collocated, all cards for a single title are assigned a control number. Information from the cards is then transferred to a specially designed worksheet, and the field and sub-field tags required by AUSMARC are assigned. The sheet is then proof-read and checked. Location symbols and full call numbers from each holding library are given for each title in the 049 field.

On the basis of consultation between the librarian and the subject specialist, a current classification number and subject heading or headings are assigned. A final check of the entire worksheet is made before it is sent to a bureau for data entry. Magnetic tapes are received from the bureau and will be converted to MARC format at the University of Sydney by use of the Library Software Package developed by the British Library. The BISA data base will then be available for record retrieval by control number. A copy of the tapes will then be converted for STAIRS for information retrieval via AUSINET. Records in the BISA data base can be amended at any time to provide additional information such as further library holdings, further bibliographic information unavailable at the time the record was originally created, supplementary subject headings, index terms and so on.

6. BIBLIOGRAPHIC ASPECTS OF BISA

6.1 International standards followed

In the bibliographic field, as in the technical field, it is imperative that international standards are followed, to ensure compatibility of records from varied sources and to maintain a given level of bibliographic description. The cards we have received from various libraries reflect the cataloguing codes in force at the time the item was originally catalogued, as well as any local policies and amendments followed by the cataloguing library. Accordingly, a substantial amount of revision and amplification of the entries is required. In so doing, we have adhered to accepted international standards: International Standard Bibliographic Description; Anglo-American Cataloging Rules (North American Text); Library of Congress Subject Headings (8th edition); and Dewey Decimal Classification (18 Edition). For format we have followed the Australian MARC Specification, 2nd edition.

6.2 Modifications

Some of these standards are currently under revision. In general, we are following the current edition, but have made some amendments in anticipation of the revisions. Details of such amendments, and of particular problems encountered with the use of these standards for BISA, are indicated below.

a. International Standard Bibliographic Description for Monographic Publications (ISBD(M)): First standard edition - we are following this standard throughout with no modification;

b. Anglo-American Cataloging Rules (North American Text) and its revised Chapter Six: Separately Published Monographs - a number of modifications have been made in anticipation of AACR2, scheduled to appear early in 1979 and to be implemented by the national cataloguing agencies in 1981. These modifications are:

   i) pseudonyms - we are following alternative rule 42B allowing for entry of each work under the author's name as used on that work, when the author's works appear under several pseudonyms or under real name and one or more pseudonyms;

   ii) corporate body headings - we propose to disregard rule 66B providing for the omission from names of initial adjectives denoting royal privilege in any European language except English;

   iii) added entries - we are following a far more liberal policy on the provision of added entries for persons and corporate bodies associated with the work than are prescribed in rule 33. We are giving as many added entries as possible (up to nine repeats in a given field) in the knowledge that BISA is a specialist data base, and that its users will benefit from such additional information.

An overall problem we have encountered is the need to include all references on each record, in the absence of an

automated authority file. This practice is extremely time-consuming and will, of course, bulk the records. We hope that at a future date provision will be made for an automated authority system that we can apply to BISA.

c. Library of Congress Subject Headings (8th edition plus supplements) is being followed. Although recognising the inadequacy of this tool for specialised data bases such as BISA, we are providing subject headings as prescribed with the intention of future supplementation by index terms, such as those developed from the OECD Macrothesaurus by the Royal Institute of Linguistics and Anthropology in the Netherlands. For non-print headings, we are giving all prescribed references as additional subject headings in an attempt to overcome the handicap of lack of an automated authority file. References for the ordinary subject headings are not given, the user of BISA being directed to the printed volumes.

d. Dewey Decimal Classification (18th edition) is being followed. A number of changes for material from Indonesia/Malaysia/Singapore are made in the 19th edition, due for publication in 1979. Some modification of practice may be made in the light of these changes. A number of expansions for language and history and period of Malaysia and Indonesia have been proposed in the region. We are reluctant to use these expansions until they receive the approval of the relevant national bibliographic agency, or of the Decimal Classification Division of the Library of Congress.

e. Australian MARC Specification (2nd edition) is being followed with the exception of the use of code 'b' for state, provincial or territorial government in character position 28 of the 008 field (publisher code). This addition is included in AUSMARC 3, but not provided for in AUSMARC 2.

6.3 Spelling

We were faced with the problem of spelling changes in Indonesian and Malaysian orthography and the resulting inconsistencies between names and changes in name. The two functions of our data base have conflicting needs in this regard. For cataloguing purposes it is essential to follow the form and spelling used on the title page of the work being catalogued. For information retrieval, however, consistency and standardisation are of crucial significance. Accordingly, after discussions with librarians in Australia and overseas, and after consideration of the practices advocated in AACR2, we have adopted the following decisions. In the body of the entry, areas prescribed by ISBD (M), we are following the spelling used in the work. However, for access points (main and added entries, uniform titles, references and kept series statements) we are using the official new spelling (Ejaan yang disempurnakan) adopted by the Indonesian and Malaysian governments in 1972, with no reference from older forms. We have made no such rationalisation for changes in orthography in other languages; in these cases works will appear under the spelling as used on the title page unless the author has changed spelling, in which case the new form is used with reference from the old.

7. PROPOSAL FOR RETROSPECTIVE CONVERSION

7.1 Progress to date

Since 1975 cards have been collected from the four participating libraries, and arrangements made for the receipt of cards on an ongoing basis. These cards are still arriving and are being filed into the two card catalogues. We estimate that the catalogues each contain some 40,000 cards, many of which are duplicates from one or more of the four libraries.

In 1977 the possibility of automating this catalogue was investigated. Alternative formats were experimented with and assessed, and a decision to use MARC/STAIRS formats was adopted. A pilot project of some 150 records was undertaken, with data entry online into the AUSINET system using ATMS (Advanced Text Management System) in an attempt to approximate a MARC conversion to STAIRS. This pilot project has been used for experimental and demonstration purposes and this test BISA data base is available for interrogation on AUSINET. In 1978 the project was suspended for six months due to lack of funds but then a significant increase in staffing was provided and worksheet production began in August.

During the past few months nearly 2,000 worksheets have been completed and sent for data entry. As well, the card catalogue has been supplemented with further cards from the contributing libraries and the cards have been screened and grouped as follows: material for which worksheets must be prepared; material for which MARC or MARC-like format records are expected to exist; serials; and cards with insufficient data.

7.2 Future plans

a. 1979 - Funding has again been provided for BISA under the University of Sydney's General Development Grant. Three full-time positions have been provided, and $19,600 allocated for data entry and programming needs. In 1979 we intend to continue the retrospective conversion process, retrieve existing MARC records, and convert these records for information retrieval on AUSINET. We intend to create a data base of some 10,000 records by the end of 1979.

   Execution of these tasks does not require further funding.

b. Fully catalogued material (4.1 a. above) - As mentioned above, the card catalogue stood at around 40,000 cards at the end of 1978. Duplication is expected to reduce this to some 26,000 (approx) records required. With an aim of creating 10,000 records by the end of 1979, we are left with some 16,000 records in the card catalogue awaiting conversion to machine readable form. Of this number at least 2,000 are estimated to be serials, for which an AUSMARC format is not yet available and for which MARC records can be expected in time.

It is estimated that conversion of the remaining 14,000 (approx) records would require some four person years to complete if a separate task force were employed for that purpose only, leaving the updating of the data base, control of data entry and conversion for STAIRS and interrogation and improvement of the data base to a separate staff.

c. Material for which outside cataloguing exists

i) IDC collections (4.1 b. above)

The microform collections on Indonesia produced by the Inter-Documentation Company are BISA's next priority for conversion. The monograph collection of some 7,000 items is given partial cataloguing in the IDC catalogue, and full cataloguing can be obtained from Cornell University's Southeast Asia Collection printed catalogue. A check is being made to ascertain the amount of duplication between items in this collection and in the BISA card catalogue, and an initial estimate places the number of additional records to be created at 5,000.

ii) The New York Public Library donation to the National Library of 6,000 items on Indonesia. A high rate of duplication can be expected between this collection and the IDC monographs from Cornell, as both the New York Public Library and Cornell University's Indonesian acquisitions were purchased through the same PL480 program of the United States Government.

An estimated two person years would be required for conversion of these two collections to machine readable form.

d. Uncatalogued material (4.1 c. above) - The overwhelming bulk of uncatalogued material from Indonesia, Malaysia and Singapore is the "Indonesia Pool" at the National Library, consisting mainly of c. 20,000 purchases from Indonesia under the Indonesian Acquisitions Project. Further formed collections are identified above.
Basic cataloguing data for these collections could be included in the BISA data base for information retrieval, to be supplemented at a later date when full cataloguing is available.

An estimated one person year would be needed for inclusion of brief cataloguing data for these items.

7.3 Staffing

In addition to the staff provided for BISA for 1979, the retrospective conversion project outlined above would require an estimated seven person years to complete. This task could be accomplished in a number of ways:

a. a 3-4 person team working for two years alongside the current BISA team as a special task force;

b. a further two people added to the BISA team during 1979, whose duties will be confined to retrospective conversion. A further year to be spent on retrospective conversion by these additional two staff members and the original three BISA staff (two person years during 1979 and five person years during 1980).

c. the participating libraries could undertake to convert certain sections of the data base. This option is not favoured, as it would reduce consistency and control, would be far less efficient and is in fact not likely to be well received by the participating libraries whose budgets are under pressure.

7.4 Proposed budget for retrospective conversion

The precise balance of personnel needed for the retrospective conversion would depend upon which option outlined in 7.3 was adopted. An average figure of $12,000 per person has been selected to give an approximate cost.

i)	Staffing	-	7 person years @ $12,000	$ 84,000
ii)	Data entry	-	20,000 records @ $2.00	40,000
			24,000 brief records @ .20	4,800
iii)	Maintenance	-		3,000
				$131,800

8. FUTURE DEVELOPMENT OF BISA

The implementation of the program for retrospective conversion outlined in this document will result in the creation of a data base of national and even international significance for Asian studies and the bibliographic control of Asian publications.

It is envisaged that BISA continue to exist after the retrospective conversion, but that its functions shift from data creation to the updating, enhancement and manipulation of the data base. In this capacity BISA would, to a large extent, be performing the functions proposed by Cecil Hobbs for the Southeast Asia Reference and Bibliographic Centre (described in section 2.2 above), but limited in area coverage to Indonesia, Malaysia and Singapore.

Maintenance of BISA as a permanent bibliographic centre would, of course, require long-term assured financing, and we are hoping that such a basis can be established during the course of the retrospective conversion. We are not presenting an estimated budget at this time, but are limiting ourselves to presenting estimates for the retrospective conversion program. It would be expected, however, that a bibliographic centre would need approximately three staff members, and some data processing and maintenance provisions.

9. CONCLUSION

When the objectives outlined in this document are implemented, Australia will have moved dramatically to redress the imbalance between resources and bibliographic control for our Southeast Asian collections. The data base created will meet the needs of researchers in educational, government and industrial fields both within Australia and internationally, particularly in Southeast Asia itself. As initiators of the project, the Library and the Department of Indonesian and Malayan Studies of the University of Sydney hope that this opportunity will not be lost, and that this ambitious and valuable project is carried to completion.

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